

**WOODINVILLE FIRE & RESCUE**

Tuesday, July 11, 2023

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS**

Commissioner Collins called the virtual meeting to order at 5:00 p.m. Roll call was taken and was as follows:

**Roll Call**

Commissioner Collins (Chair)  
Commissioner van Veen  
Commissioner Barton  
Commissioner Millman

**Staff**

Fire Chief Ben Lane  
Board Secretary Nicole Frisch  
Deputy Chief Doug McDonald  
Finance Director Joan Montegary

**Absent**

Commissioner Halbert

**Consideration and Approval of Agenda in Content and Order**

***MOTION:*** Commissioner Millman moved to approve the agenda as presented. The motion was seconded by Commissioner Barton. The motion passed, 3-0.

Commissioner van Veen arrived at 5:01 p.m.

**Public Comment**

None.

**1. Fire Chief Briefing**

Chief Lane provided the Fire Chief Briefing as attached hereto. Discussion ensued.

Director Montegary reviewed the new financial report format. Discussion ensued.

**2. Consent Agenda (attached hereto)**

- a. Approval of meeting minutes from the June 13, 2023 regular meeting.
- b. Approval of Vouchers

**MOTION:** Commissioner van Veen moved that the Board of Fire Commissioners approve the Consent Agenda as presented. The motion was seconded by Commissioner Millman. The motion passed, 4-0.

**3. Reports and Requests from the Commissioners/Good of the Order**

Commissioner van Veen extended thanks to EF&R for the quick responses on July 4<sup>th</sup>.

Commissioner Millman reported that his youngest son recently graduated from the University of Washington and started his first day as a King County Sherriff today.

**4. Adjournment**

**Board Chair Collins adjourned the meeting at 5:29 p.m.**

  
\_\_\_\_\_  
Nicole Frisch, Board Secretary

absent 9/12/23  
Derek van Veen, Commissioner, Position 1

absent 07-11-23   
Doug Halbert, Commissioner, Position 2

absent 9/12/23  
Anjela Barton, Commissioner, Position 3

  
\_\_\_\_\_  
Mike Millman, Commissioner, Position 4

/s/ Roger Collins  
Roger Collins, Commissioner, Position 5



**Woodinville Fire & Rescue**

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS  
Station 31, 17718 Woodinville-Snohomish Road NE**

**Tuesday, July 11, 2023  
5:00 p.m.**

The meeting will be conducted in person and virtually, via Microsoft Teams. You may join the meeting in person at the above address, or virtually using the link below to attend live:

[Click here to join the meeting](#)

To listen live, dial [+1 509-931-1382](tel:+15099311382),,287103346#

Phone Conference ID: 287 103 346#

**AGENDA**

Call to Order/Flag Salute/Roll Call

Consideration and approval of Agenda in Content and Order

Public Comments (Please submit public comment via email to [NFrisch@esf-r.org](mailto:NFrisch@esf-r.org) at least one hour prior to start of meeting. Please limit comments to three minutes.)

**Board Business Items**

1. Fire Chief Briefing
2. Consent Agenda
  - a. Approval of Minutes from the June 13, 2023 Regular Meeting
  - b. Approval of Payroll Vouchers
  - c. Approval of Capital and General Vouchers
3. Reports and Requests from the Commissioners/Good of the Order
4. Adjournment



**Woodinville Fire & Rescue  
Board of Fire Commissioners**

To: Woodinville Fire & Rescue Board of Fire Commissioners  
From: Fire Chief Ben Lane  
Subject: Fire Chief Briefing – July 2023

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**Duvall:**

On June 28, the Duvall Fire Commissioners voted 2-1 to further negotiate with Redmond Fire on a contract for services.

**Mercer Island:**

On July 5, the Mercer Island City Council approved a regional fire service contract with EF&R pending final approval from the EF&R Board on July 13<sup>th</sup>. This is a ten-year contract with a start date of January 1<sup>st</sup>, 2024.

**PFAS:**

EF&R and the City of Issaquah continue to collaborate with the Washington State Department of Ecology on an agreed order and have a tentative agreement on a proposed mitigation timeline.

**Arbitration:**

June 26<sup>th</sup> was the final day of EF&R's arbitration hearing. This process has moved on to the next phase that includes respective legal counsels' construction of a final legal brief. Once completed, both briefs will be submitted on the same day to the arbitrator for review.

**Budget:**

Preliminary mid-bi budgetary work has started. June CPI-W (published July 12<sup>th</sup>) will be incorporated into the planning. The EF&R Board will receive a brief presentation at the September board meeting, and referral to the Finance and Administrative Committee will likely follow, with an October/November goal for mid-bi budget adoption.

**Logistics Update:**

The kitchen remodel at Station 35 will start next Monday, July 17. The Station 33 remodel is in the design phase.

**Celebrate Woodinville Pancake Breakfast:**

Please join us for the Celebrate Woodinville Pancake Breakfast on Saturday, August 12, 8:00 – 10:30 a.m. at Station 31!

### **Recruit Graduation:**

On June 27, EF&R's four newest recruits graduated from South King County Training Consortium Recruit Academy #16. Please join us in welcoming Probationary Firefighters Travis Calhoun, Jakob Chamberlin, Sam Goertz, and Jace Hinesly.



### **Medic One EMS Levy:**

The levy will be up for vote in 2025. King County is starting the planning process now, particularly focusing on cities with populations of 50,000 or more, as 80% of cities must endorse the levy in order for it to make the ballot. Talking points from King County:

#### EMS LEVY FACT SHEET

##### What is Medic One/EMS?

The Medic One/EMS system serving Seattle and King County is known worldwide for its excellence and innovation.

It serves over **2.3 million people** throughout King County and provides lifesaving services on average **every 3 minutes**.

Last year, the Medic One/EMS system treated approx. **200,000 people** in King County.

In 2021, the survival rate for cardiac arrest was **46 %** throughout the region.

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Because of our strong program, cardiac arrest victims here are **2 to 3 times more likely to survive**, compared to other cities.

#### Why does our system work so well?

We get these high survival rates because of the unique configuration of our system. It includes the following key components:

It is a regional system based on partnerships so that no matter where you are in King County, you receive the same, consistent, high quality medical care.

It uses a tiered medical model founded on medicine so its services and practices are based on the highest standards of training, care, and scientific evidence.

It uses programs and innovative strategies to obtain superior medical outcomes and continually improve to meet its own needs and expectations, and those of its residents.

It focuses on cost effectiveness and efficiencies that extend through all EMS program areas and benefit the entire regional EMS system and its users.

It is funded by an EMS levy which has proven to be tenable and reliable.

#### What is the EMS levy?

The Medic One/EMS system of King County has been primarily supported by a countywide, voter-approved EMS levy since 1979.

The current Medic One/EMS levy expires December 31, 2025.

Voters will be asked to renew the levy in order to continue funding this life-saving service.

In 2024, the region will begin its comprehensive levy planning process to develop the Strategic Plan and levy rate for the next Medic One/EMS levy.

This will bring together **leaders and decision-makers from throughout region** and **EMS system partners** to assess the needs of the system and develop recommendations to direct the system into the future.

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**Woodinville Fire & Rescue  
Revenue and Expenditure Report  
May 2023**

**COMMENTS**

**Expense Fund**

**Revenue**

Our property tax and fire benefit charge revenues were received at the end of April/beginning of May and are reflected in this report. We have not yet invoiced King County EMS for the BLS levy funds. This will likely be done in August.

**Expenditures**

At the end of May, there is 58.3 percent of the year remaining and our budget remaining is at 58.8 percent. At .5 percent below budget, we are right on target.

**Other Information**

This report is presented in a new format. The Finance Division is working to create a reporting template that will work for the elected officials of Woodinville Fire & Rescue, Fire District No. 10, and Eastside Fire & Rescue.

**Woodinville Fire & Rescue**  
**Cash/Investment Balances by Fund**  
For the month ended May 31, 2023

Line #		Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
1	May 31, 2023	\$9,426,189	\$0	\$505,909	\$15,626,136	\$853,340	<b>\$26,411,574</b>
2							
3	December 31, 2022	\$8,050,506	\$0	\$510,719	\$15,640,322	\$909,125	<b>\$25,110,672</b>
4							
5	Dollar Increase (Decrease)	<u>\$1,375,684</u>	<u>\$0</u>	<u>(\$4,810)</u>	<u>(\$14,186)</u>	<u>(\$55,785)</u>	<u>\$1,300,902</u>
6							
7	Percentage Increase (Decrease)	17.09%	-	-0.94%	-0.09%	-6.14%	5.18%
8							
9	<i>For historical reference, 2018 through 2021 year-end cash/investment balances are shown below.</i>						
10							

		Expense Fund	Benefit Charge Fund	Capital Project Fund	Reserve Fund	Benefit Liability Reserve Fund	Total All Funds
11							
12	December 31, 2021	\$6,945,153	\$0	\$754,078	\$15,835,811	\$1,310,365	<b>\$24,845,407</b>
13							
14	December 31, 2020	\$7,053,049	\$0	\$771,758	\$13,774,558	\$1,957,859	<b>\$23,557,224</b>
15							
16	December 31, 2019	\$7,356,347	\$0	\$2,399	\$11,224,084	\$1,190,213	<b>\$19,773,042</b>
17							
18	December 31, 2018	\$7,132,960	\$0	\$14,241	\$8,970,005	\$1,162,459	<b>\$17,279,665</b>



**Woodinville Fire & Rescue**  
**Revenue and Expense Report**  
For the month ended May 31, 2023

% of Budget Time Remaining 58.3%

Line #	May 2023 Actuals	2023 Annual Budget	2023 YTD Actual	Remaining Dollars	% of Total Remaining
1					
2	<b>Cash Balance - Beginning of Year</b>	<b>8,130,559</b>	<b>8,130,559</b>		
3					
4	<b>Revenue</b>				
5	Property Taxes	865,837	9,292,121	4,884,803	47.4%
6	King County EMS Levy Revenue	0	856,710	0	100.0%
7	Permit/Plan Review Revenue	9,552	50,000	28,327	43.3%
8	Miscellaneous Other	20,344	75,000	77,935	-3.9%
9	<b>Interfund Transfers IN</b>			0	
10	Benefit Charge Fund	607,187	5,548,867	2,911,883	47.5%
11	Reserve Fund	0	0	0	
12	Benefit Liability Reserve Fund	0	0	0	
13	<b>Total Revenue</b>	<b>1,502,920</b>	<b>15,822,698</b>	<b>7,902,947</b>	<b>50.1%</b>
14					
15	<b>Total Resources (Beginning Cash + Revenue)</b>		<b>16,033,506</b>		
16					
17	<b>Expenditures</b>				
18	Salaries & Wages	128	75,480	3,072	95.9%
19	Benefits	1,002	36,050	8,641	76.0%
20	Office & Operating Supplies	260	42,241	19,003	55.0%
21	Elections & Info	0	0	0	
22	Professional Services	1,194,881	15,772,940	6,532,129	58.6%
23	Travel	0	5,000	40	99.2%
24	Training & Education	0	8,900	6,000	32.6%
25	Advertising	0	1,200	0	100.0%
26	Insurance (Buildings/Apparatus)	0	6,000	798	86.7%

**Woodinville Fire & Rescue**  
**Revenue and Expense Report**  
 For the month ended May 31, 2023

% of Budget Time Remaining 58.3%

Line #	May 2023 Actuals	2023 Annual Budget	2023 YTD Actual	Remaining Dollars	% of Total Remaining
27	0	10,000	650	9,350	93.5%
28	4,603	82,200	36,479	45,721	55.6%
29	<b>1,200,874</b>	<b>16,040,011</b>	<b>6,606,811</b>	<b>9,433,200</b>	<b>58.8%</b>
30					
31	<b>Interfund Transfers OUT</b>				
32	281	0	506	(506)	
33	0	0	0	0	
34	0	0	0	0	
35	0	0	0	0	
36	<b>1,201,154</b>	<b>16,040,011</b>	<b>6,607,317</b>	<b>9,432,694</b>	<b>58.8%</b>
37					
38	<b>End Fund Balance - May 2023</b>		<b>9,426,189</b>		



# Special District Voucher Approval Document

2023-11

KC v2.0

Scheduled Payment Date: 06/26/2023

Total Amount: \$496.02

Control Total: 2

Payment Method: WARRANT

District Name: Woodinville Fire & Rescue

File Name: AP\_WDNVLFIR\_APSUPINV\_20230621144711.csv

Fund #: 100360010

### CONTACT INFORMATION

Preparer's Name: \_\_\_\_\_

*Ely B. his*

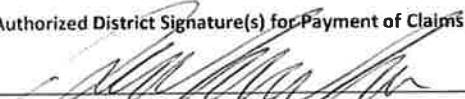
Email Address: kcprinting@esf-r.org

### PAYMENT CERTIFICATION

RCW (42.24.080)

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim(s) is(are) just, due and unpaid obligation against the above-named governmental unit, that I am authorized to authenticate and certify to said claim(s).

Authorized District Signature(s) for Payment of Claims (Auditing Officer(s) or Board Member(s)) :

	<u>7/11/23</u>
Authorized District Signature	Date
	<u>7/11/23</u>
Authorized District Signature	Date
Authorized District Signature	Date

	<u>7/11/23</u>
Authorized District Signature	Date
	<u>7/11/23</u>
Authorized District Signature	Date
	<u>6/21/23</u>
Authorized District Signature	Date

### SUBMIT SIGNED DOCUMENT TO:

King County Accounts Payable  
Attn: Special Districts  
401 5th Avenue, Room 323  
Seattle, WA 98104

Email: SpecialDist.AP@kingcounty.gov  
Fax: (206) 263-3767

### KING COUNTY FINANCE USE ONLY:

Batch Processed By: \_\_\_\_\_

Date Processed: \_\_\_\_\_



# Special District Voucher Approval Document

District Name: Woodinville Fire & Rescue

File Name: AP\_WDNVLFIR\_APSUPINV\_20230621144711.csv

Payee (Vendor Name)	Vendor No.	Vendor Site	Invoice No.	Invoice Date	Inv. Amount	Description
GARY HEUSLEIN			230602001	06/26/2023	\$164.90	23-Jul
IAFF HEALTH & WELLNESS TRUST			230602002	06/26/2023	\$331.12	34320

## ACCOUNTS PAYABLE

Woodinville Fire & Rescue

As Of: 06/28/2023

Time: 11:18:06 Date: 06/21/2023

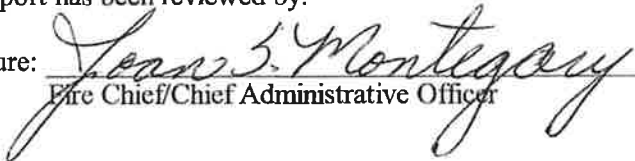
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>20246</b>	<b>06/14/2023</b>	<b>06/28/2023</b>	<b>GARY HEUSLEIN</b>	<b>164.90</b>	<b>JULY 2023</b>
	522 10 22 30-01	LEOFF 1 - Medicare/Med	001 000 522 General Expense	164.90	LEOFF 1 Medicare Premium Reimbursement (\$164.90/month)
<b>20247</b>	<b>06/19/2023</b>	<b>06/28/2023</b>	<b>IAFF HEALTH &amp; WELLNESS TRUST</b>	<b>331.12</b>	<b>JULY 2023</b>
	522 10 22 30-01	LEOFF 1 - Medicare/Med	001 000 522 General Expense	331.12	LEOFF 1 Monthly Medical (July 2023)

Report Total: 496.02

Fund	496.02
<hr/>	
001 General Expense Fund (10-036-0010)	496.02

This report has been reviewed by:

Signature:   
 Fire Chief/Chief Administrative Officer

Date: 6/21/23